



ALASKA CLEAN HARBORS

TIERED CERTIFICATION CHECKLIST

Facility Name _____

Manager _____

Address _____

Phone _____ Email _____

Website _____

ACH Point Person _____

Number of Slips _____

Feet of Transient Moorage _____

Facility Types Present

(CHECK ALL THAT APPLY)

- Wash-down Pad
- Boatyard
- Upland Boat Storage
- Pump Out Facility
- Fish Cleaning Station
- Fuel Dock
- _____

Site Review Date ___/___/___

- Preliminary
- Certification
- Recertification

Site Features

Check all that apply that are specific to your facility and staff

Number of employees: Full-time (year-round) _____ Part-time (year-round) _____ Seasonal _____

What type of docking system do you have? Floating docks Fixed docks Dry Stack

What are the docks made of? _____

Operations Performed

Check all that apply including work performed by contractors or vendors

- Use of shrink wrap covers
- Fiberglass Repairs
- Boat bottom washing
- Winterization
- Bottom sanding and painting
- Oil changes
- Mechanical/engine shop
- Other _____

Does your community recycle? _____

Are there local regulations prohibiting littering? _____

This checklist is the backbone of your application to become a certified Alaska Clean Harbor. Use this form to conduct a self-assessment of your facility. We will help you devise an action plan to reach certification goals. This checklist should be used in conjunction with the Alaska Clean Harbors Guidebook and/or the ACH website: <http://www.alaskacleanharbors.org>.

Our goal is to be inclusive of all types of harbors in Alaska, so ACH staff and the Advisory Committee are available to help you figure out how to meet the goals of reducing waste and preventing pollution. In 2024 we implemented a tiered program with the objective of including more harbors. Harbors can apply for Silver, Gold, and Platinum based on the number of Best Management Practices (BMPs) achieved.

Place a checkmark in the appropriate box (yes, no, not applicable [N/A]) next to each question. If an item is in progress, mark yes and then explain at the bottom of the page. Check N/A if a particular BMP is not applicable to your facility, i.e. your community does not have recycling.

To become certified as an Alaska Clean Harbor, you must achieve 100% of the regulatory federal and state legal requirements which are on the third page. You must also mark "yes" to a certain number of the remaining goals. The number corresponding with the tier level achieved is at the top of each checklist.

Regulations and Permits

The following items are federal or state requirements:

Solid Waste Management	Yes	No	In Progress
a. Your facility provides adequate trash cans/dumpsters (18 AAC 64.005).			
b. The facility's trash cans are covered and labeled.			
Liquid Chemical & Hazardous Waste Management	Yes	No	In Progress
a. Your facility conducts hazardous waste determinations on all chemicals prior to disposal.			
b. There are established procedures for the storage, disposal, and recycling of all hazardous waste, in accordance with federal and state regulations.			
c. Safety Data Sheets for all hazardous substances used at your facility for vessel or engine maintenance are readily available for staff.			
Petroleum Product Management	Yes	No	In Progress
a. Your facility reports all fuel spills to ADEC and U.S. National Response Center (NRC).			
b. There is a Spill Prevention, Control and Countermeasure (SPCC) or other oil spill contingency plan in place and your employees are trained to execute it.			
Sewage & Pump Out Facility Operation	Yes	No	In Progress
a. Discharge of untreated human and pet waste is prohibited within the harbor basin and grounds.			
Stormwater Management	Yes	No	In Progress
a. Have an APDES (formerly a NPDES) Stormwater permit and Stormwater Pollution Prevention Plan? For more information: https://dec.alaska.gov/water/wastewater/stormwater/multisector/			

Harbor Operations

(Best practices for harbor facilities or operations)

Choose from the following criteria: Silver Certification = 3, Gold = 7, Platinum = 16

	Yes	Not Yet	N/A
a. Fuel storage and waste tanks are clearly labeled and stored in a manner that does not allow release to the environment.			
b. Facility provides used oil and oily rag collection and disposal.			
c. There is an ordinance or policy addressing abandoned and derelict vessels. They are removed when possible.			
d. Trash cans/dumpsters are conveniently located for boaters and staff.			
e. Collection bins for recyclables are strategically placed throughout the harbor.			
f. Signs are posted informing boaters and staff of harbor environmental policies.			
g. Trash cans are emptied and litter and pet waste is picked-up within harbor and along shoreline daily.			
h. Facility provides collection bins and bags for pet waste.			
i. Clean, functional restrooms are provided when harbor is open for business.			
j. Some of the following items are available to boaters for maintenance activity at the marina: tarps, trash bags, oil pads and/or bilge socks.			
k. Oil boom and spill response materials are available and easily accessible.			
l. The contents of hazardous waste containers are appropriately stored and labeled including accumulation start dates. <i>Note: the recommendation for storage of hazardous waste is on an impervious surface with containment able to retain 110% of the volume of the largest container.</i>			
m. Facility properly stores and disposes of batteries, antifreeze, and paint products.			
n. Facility retains disposal and recycling records and compares the amount of waste generated and shipped with past years to monitor progress.			
o. Local response officials, particularly the fire department, are familiar with the location and character of hazardous materials stored on site.			
p. There are disposal options for zincs at grid, boatyard, and/or other upland areas where boaters do maintenance.			
q. Disposal policies for dock or facility construction and replacement projects at your facility are in place and followed.			
r. If recycling is available in your community, it is provided for your boaters and staff.			
s. Facility sends used oil to an approved recycling facility or it is re-used on site.			

t. Harbor policy covers minimizing pollution and debris from tidal grid and boatyard use including abrasive blasting, painting, and sanding.			
u. Facility provides sewage pump out stations that are well signed and accessible.			
v. Provide example(s) of innovative best management practices not listed above that are unique to your marina.			
Future or in-progress items:			

Water Management and Coastal Resiliency

(Best practices to address water quality and to minimize damage from natural disasters)

Choose from the following criteria: Silver Certification = 1, Gold = 4, Platinum = 9

	Yes	Not Yet	N/A
a. Facility cleans storm drains, gutters and other water management structures on a systematic schedule.			
b. All storm drains are labeled (i.e. No Dumping, Drains to Ocean) and staff ensures impermeable surfaces remain free of waste from employees and boaters.			
c. New construction or renovation projects minimize impervious cover (such as asphalt and concrete) and runoff. Examples include utilizing gravel, grass, or permeable pavers.			
d. Facility incorporates techniques that reduce stormwater pollutants, such as planting native shrubs around maintenance areas, and/or replacing impervious areas with pervious areas.			
e. Boaters are encouraged to minimize gray-water discharges. Also, discharge from Type I and Type II MSDs is discouraged in the slip or mooring.			
f. Facility has prevention measures in place to protect against discharges from floor drains and sumps in buildings.			
g. A fish and bait management plan limits fish waste disposal to areas that do not impair water quality.			
h. Facility provides an oil/water separation service to filter bilge water.			
i. Facility promotes the use of aquatic safe herbicides and pesticides if applicable.			
j. A completed natural hazard emergency document is on file and reviewed with staff annually.			
k. Employ living shoreline techniques or no wake signs to protect shoreline from erosion.			
l. Provide example(s) of innovative best management practices not listed above that are unique to your marina.			
Future or in-progress items:			

Boater Education

(Best practices to minimize pollution from boaters)

Choose from the following criteria: Silver Certification = 1, Gold = 3, Platinum = 7

	Yes	Not Yet	N/A
a) Facility provides educational materials about best boating practices that are readily accessible to boaters in the form of brochures, factsheets, pamphlets and/or other publications.			
b) Facility incorporates language or educational materials about environmental best management practices in boater slip agreements.			
c) Pollution prevention and waste management activities are regularly published by harbor (includes press release, social media, email).			
d) Publicly recognize boaters when they demonstrate environmental stewardship (newsletters, boater of the month, social media, etc.).			
e) Boaters are provided information on the proper handling of older refrigeration systems that may have CFCs as refrigerants.			
f) Options for fishing gear disposal are made available to boaters.			
g) Boaters are provided with information on the proper storage and disposal of wastes not accepted on-site.			
h) There is signage prohibiting the feeding of wild animals.			
i) Provide example(s) of innovative best management practices not listed above that are unique to your marina.			
Future or in-progress items:			

Employee Training and Community Outreach

(Best Management Practices for staff and communities)

Choose from the following criteria: Silver Certification = 1, Gold = 3, Platinum = 7

	Yes	Not Yet	N/A
a) All employees (including seasonal employees) are educated about pollution prevention in routine meetings and/or trainings.			
b) Facility trains employees on best practices for bilge maintenance and to watch for inappropriate discharges.			
c) Employees are trained in management of hazardous materials as well as other relevant safety requirements.			
d) Facility maintains staff training records.			
e) Employees are trained to talk to boaters about strategies to prevent littering and pollution.			
f) Encourage and assist employees to attend professional development trainings and certifications in relation to environmental issues.			
g) Publicly recognize employees when they demonstrate environmental stewardship (newsletters, employee of the month, social media, etc.).			
h) Partner with a local school, youth club or other organization to offer field trips, clean-up efforts or collaborative programs.			
i) Provide example(s) of innovative best management practices not listed above that are unique to your marina.			
Future or in-progress items:			

Certification Tier Achieved (Circle):	Silver	Gold	Platinum
Verified by Alaska Clean Harbors Program Representative:			
Name:			
Affiliation & Date:			